

**Wakota CAER
Board of Director Meeting Minutes**

**July 23rd, 2015, 8:30am
Wakota CAER Office
7516 - 80th St. So.
Cottage Grove, MN**

Attendees: Camie Pederson, Hue Lam, Pete Herpst, Dan Hannan, Bill Lazarz, Paul Schultz, Mike Thompson, Wayne Jorgensen

Unable to Attend: Jim Gribble, Christina Morrison, Scott Benik, Lisa McMahon, Jim Stockinger

Meeting Called to Order

Bill Lazarz

Chair Bill Lazarz called the meeting to order.

Approval of June Minutes

Bill Lazarz

*Paul Schultz motioned to approve the June Minutes, seconded by Mike Thompson, motion approved.

Treasury Status

Camie Pederson

Currently have \$72,492.37, a combination of both funds (main and boom school).

OLD BUSINESS

Caches

Subcommittee

Some items are missing, i.e. markers/bridle (no large equipment) and need to be replaced. Wayne Jorgensen and Jim Stockinger will make an inventory list of items on trailer that Wakota CAER could sell and what items are needed. Estimated cost of items needed is \$11,000. Pete Herpst motioned to purchase equipment need for Cold Weather Training Trailer, Paul Schultz seconded, motion approved.

Community Awareness

Wayne Jorgensen

No report.

Ambassador / Membership Retention

Dan Hannan | Scott Benik

See Membership Sustainability

800 MHZ Radios-Meeting

Wayne Jorgensen

Radios are reprogrammed and were returned to members. Magellan left 2 radios at Boom School. The batteries for the radios need to be replaced, as they are not charging correctly (over 10 years old). Replacement of the batteries is up to the members who have the radios. Invoices were sent out last Thursday of this week, \$280 per radio annually. Training on radios will take place at our September meeting.

Wayne Jorgensen motioned to Wakota CAER to pay the Radio Reprogramming invoice from the Boom School Fund, Pete Herpst Seconded, motion approved. Wakota CAER members who have a radio will pay Wakota CAER for the reprogramming.

Upcoming Speakers

Christina Morrison

Christina is on maternity leave – so it will be a group effort in finding upcoming speakers.

August – River Boat Cruise: Steve Lee (will be retiring) and the new Section Chief Jane Braun, both will be out for the River Cruise as an introduction to Jane Braun and a sending away party to Steve Lee. We are using Magnolia Blossoms Cruise and we will depart from Watergate Marina at 12pm on August 12th, \$20 per person again like last year. Heather sent out the invites and about 40 attendees so far.

September – 800MHz Radio Training.

October - ?

November - ?

December - ?

RSRC**Wayne Jorgensen**

Next refresher is August 27th with about 14 attendees signed up as of today. Previous boom schools 3-day and refresher worked very efficiently at MAC/Fort Snelling. Easy access and a great training environment. Moving forward possibly having a refresher class separate from the 3-day. No supplies needed for August refresher. Mike Thompson mentioned that we need to order more t-shirts as we are almost out. Need to order about 100 t-shirts and make sure is has correct logo.

How does Boom School help with Member Sustainability? Does Wakota CAER need to create a training video?

NEW BUSINESS**Insurance Needs****Dan Hannan/All**

Dan Hannan has been working with Gloria Thompson from American Agency for a while on insurance. Wakota CAER hasn't carried insurance for general liability. We do have D&O Liability insurance, which was renewed in May 2015. For general operations liability, the estimated cost is \$2,600 per year, property and inland marine is \$4,000 per year, and D&O insurance (through Gloria) is \$1,000 per year. Before moving forward, Board members would like to see a second estimate from our current D&O insurance provider for the option listed above. All options will be discussed at next board meeting.

Membership Sustainability**Dan Hannan/All**

Need a solid program with more thought put into it. How do we show value in membership to keep them coming to meetings? Hue Lam suggested a subcommittee of 2 or 3 board members create a survey 10- 15 questions, i.e. what do member want, benefits/expectations of Wakota CAER. Hue & Dan will work together to create a draft questionnaire and will send out to board member via email for approval. Once approved Dan will call each member. Heather will look through files for past survey questions and answers.

Approval of Charitable Report and Federal Return**Heather Melstrom/All**

Bill Lazarz and Camie Pederson reviewed the report and return. Paul Schultz motioned to approve the Annual Charitable Report and Federal Return and pay Greg's Tax Service \$200 for services, Pete Herpst seconded, motion approved. Bill and Camie signed documents. Heather will work with Greg's Tax Service to complete the filling.

Announcements

None.

Meeting Adjourned

*Paul Schultz motioned to adjourn the meeting, seconded by Pete Herpst, motion approved.